



## POSITION DESCRIPTION

<b>Position Title</b>	Manager Livestock Services – Vietnam
<b>Location</b>	Vietnam
<b>Position Type</b>	Fixed term – 3 years
<b>Business Unit</b>	International Markets
<b>Reports To</b>	Manager Livestock Exports
<b>No. of Direct Reports</b>	0
<b>Date</b>	February 2015

### Position Purpose

- **Provide technical and operational support** for livestock exporters and their importers in Vietnam to enable them to effectively and efficiently comply with the Exporter Supply Chain Assurance System (ESCAS) regulations.
- **Deliver in-market programs that build and maintain supply chain compliance capacity** that meets ESCAS requirements **through strong relationships** with exporters/importers and relevant government and related stakeholders and authorities.
- Communicate and collaborate with Australian exporters and their Vietnamese importers to **implement and manage a tailored program of animal welfare related technical support and training services** for livestock supply chains that will enable them to meet and sustainably comply with Australian Government regulations.
- **Liaise regularly with Australian and foreign government representatives** to maintain strong relations to support the timely information flow across critical areas, such as market access conditions, changes in domestic policies relating to the export of Australian livestock (animal health and welfare issues). Identify opportunities (workshops/forums) to improve awareness and understanding of animal welfare initiatives and Australia's ESCAS requirements.
- **When required, work closely with industry and government** representatives to facilitate market access related communications (health protocol negotiations, trade disputes and resolutions).

### Key Accountabilities

- Provide timely support to Vietnam livestock supply chains to assist compliance with the ESCAS regulatory framework:
  - a. Provide summary information to stakeholders regarding the ESCAS framework and its significance to the trade.
  - b. Provide specific advice to Australian exporters and importers on key issues within each supply chain to achieve compliance with the ESCAS framework.
  - c. Work closely with all extension services (Supply Chain Officers; Animal Welfare Officers; LEP Industry Collaborative Welfare Program (ICWP) in-market personnel) to ensure high level adoption and application of animal welfare best practice.
- In collaboration with Australian exporters and Vietnamese importers deliver tailored programs of technical support and training services that advance animal welfare outcomes that will assist with ESCAS objectives. Programs include:

- a. Review, assess and provide recommendations on supply chain infrastructure and operations and their capacity to comply with ESCAS requirements.
  - b. Review, assess and implement structured training programs that will assist with ESCAS compliance across supply chains.
  - c. Manage the delivery of risk analysis, technical support and training services to Indonesian livestock operators across the supply chain.
  - d. Provide strategic solutions to address risks of ESCAS non-compliances.
  - e. Within religious and political constraints, promote the use of stunning and OIE compliant welfare practices.
- Manage resources and logistics that complement and support existing supply chain inputs and commitments to deliver the above services to Indonesian supply chains within budget and consistent with MLA's charter.
  - Provide technical advice and general support to supply chains to improve animal health and welfare and productivity and efficiency.
  - Foster a close working relationship with Indonesian and Australian government officials, importers and other key organisations to maintain and improve market access conditions. Work closely with Australian Embassy officials and with major suppliers of Australian livestock.
  - WHS Statement – Worker: Comply with MLA's policies and procedures in workplace health and safety as applicable to self, other Workers and all activities within area of responsibility and control
  - WHS Statement – Leader: Undertake effective measures to ensure compliance with MLA's policies and procedures in workplace health and safety as applicable to self, other Workers and all activities within area of responsibility and control. This includes, but is not limited to:
    - Provide information, instruction, training and supervision to workers
    - Undertake risk assessments, design and implement control measures to reduce risks
    - Ensure application of appropriate risk control measures
    - Ensure all hazards, incidents and near misses are reported

### **Major Challenges and Complexities**

- Diplomatically delivering animal welfare programs to end-users that have different perceptions and priorities
- Maintaining effective relationships with multiple external stakeholders, developing consensus and influencing decision-makers in industry and government
- Analysis of complex, subtle and sometimes ambiguous situations to provide leadership
- Making decisions in a complex, changing environment that provide the best outcome for Australia's livestock industry
- Analysis of program financial position and planning
- Communicating with influence, to deliver the necessary changes.

### **Key Relationships**

<b>Internal</b>	International Markets - General Manager Manager Livestock Exports Manager Livestock Services – South East Asia Regional Manager – Indonesia and South East Asia MLA Project Manager Regional Livestock Services Managers Contract Services Group Finance, IT and People and Values staff Legal Counsel
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<b>External</b>	LiveCorp Overseas stakeholders – Industry and Australian and foreign government officials Livestock Exporters Livestock Producers Peak Industry Council executives State Farming Organisations Researchers and research organisation administrators Government policy and regulatory managers
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#### **Other (i.e. travel required, on call)**

- Frequent planned travel within Vietnam
- Infrequent planned travel to Australia

#### **Authority**

##### **What does the person have the authority to do?**

- Approve consultants travel and in-market work programs
- Approve internal and regional travel – flights, accommodation etc
- Incur operating expenses in the delivery of the LEP AOP

##### **Contracts**

- Finalise contract schedules
- Negotiate contract schedules and changes to Terms and Conditions
- Approve contract schedules
- Assess reports as evidence of contract compliance and approve payments in line with contract schedules
- Commit project funds and approve expenditure for non-contract services

##### **What does the person need to seek their manager's approval for?**

##### **Travel**

- Overseas travel outside Vietnam; e.g. Australia

##### **Other**

- Communication with the media
- Sensitive market access negotiations/discussions with foreign governments

#### **Essential Qualifications / Skills / Experience / Competencies**

##### **Qualifications**

- Tertiary qualifications in either Veterinary Science, Rural Science, Agricultural Economics, Animal Husbandry or a similar agriculture focussed qualification.
- Sound practical knowledge of livestock welfare, handling and management and how these relate to the OIE animal welfare and ESCAS frameworks.
- A sound knowledge of livestock health & nutrition, behaviour, breeding and processing.
- Knowledge of the Australian meat and livestock industry, in particular livestock exports.

##### **Skills**

- Appreciation of Vietnamese culture and empathy for the people.
- Strong ability to operate independently with minimal supervision, self-managing priorities and challenges to achieve outcomes and meet KPI's.
- Ability to manage a team of staff/contractors in regional locations.
- Sound financial monitoring and analysis skills; attention to detail and accuracy.
- Sound report writing and oral presentation skills.
- Well-developed computer skills, particularly use of MS Word, Excel, PowerPoint, Outlook.
- Capacity and willingness to spend significant time in the field away from home.

**Experience**

- Industry experience in a similar role or field.
- Proven history of successful team work and excellent interpersonal skills
- Demonstrated cultural sensitivity and experience.
- History or demonstration of ability in dealing and/or negotiating with international stakeholders – industry & government
- Demonstrated accountability in the areas of reporting and communication in relation to key project milestones and KPI's.
- Experience working with industry participants (at all levels) and/or regulators to achieve understanding and adoption of industry/government strategies
- Knowledge of ESCAS and regulatory obligations.
- Language skills in Vietnamese preferred (not essential).

**Competencies**

- Competent stock handler
- Ability to present/deliver training materials
- Skill in project planning, logistics and data management